

**CITY OF CHARLEVOIX**  
**REGULAR CITY COUNCIL MEETING MINUTES**  
**Monday, March 7, 2011 — 7:00 p.m.**  
210 State Street, City Hall, Council Chambers, Charlevoix, MI

The meeting was called to order at 7:00 p.m. by Mayor Norman L. Carlson, Jr.

**I. Pledge of Allegiance**

**II. Roll Call of Members Present**

Mayor: Norman L. Carlson, Jr.  
City Attorney: Jim Young  
City Manager: Rob Straebel  
City Clerk: Carol A. Ochs  
Members Present: Council members Dennis Kusina, Greg Stevens, Bryan Vollmer, Shane Cole, Lyle Gennett  
Absent: Councilmember Jill Picha

**III. Inquiry Regarding Possible Conflicts of Interest**

None.

**IV. Consent Agenda**

The following items were approved and filed:

- A. Approval of Minutes – February 21, 2011 Regular Meeting Minutes
- B. Accounts Payable Check Register – February 23, 2011
- C. Accounts Payable Check Register – February 25, 2011
- D. Accounts Payable Check Register – March 8, 2011
- E. Tax Disbursement – March 8, 2011
- F. ACH Payments – February 22-28, 2011
- G. Payroll Check Register – March 4, 2011
- H. Payroll Transmittal – March 4, 2011

**V. Public Hearings**

None.

**VI. Reports**

The City Manager informed Council that there had been an error in the 2011-2012 Budget. Budget p. 51 shows a transfer of \$40,700 from the motor pool to Public Improvement fund #1, which is fire and EMS capital for equipment. The actual amount should be \$70,000. That amount is part of the formula developed for the local townships which contract services with the City; portions of their revenue fund capital improvements for both fire and EMS. Staff will bring forward a budget amendment later in fiscal year 2011-2012 to correct the error. There were no objections from Council.

The Manager stated the Attorney, the Planner, and he had met with Charlevoix Township officials and a County Sheriff representative regarding medical marihuana. The City and Township are working together to draft a cooperative and consistent ordinance to regulate medical marihuana businesses. The Attorney commented that it is an excellent idea to work cooperatively with the Township in this matter.

The Clerk reminded Council that Board of Review meets Tuesday morning at 9:00 a.m.

The Mayor informed Council of the Chamber of Commerce 2011 Expo scheduled at Castle Farms March 24. On March 23 there will be a special business-to-business event to which Council is invited to attend.

**VII. Requests, Petitions and Communications and Actions Thereon**

**A. Consideration to Approve Terminal Building Lease with Island Airways**

The Manager reviewed the agreement and answered questions from Council. This is a four year lease with Island Airways for the terminal building. There is an early termination clause to allow for a smooth transition between the building of the new terminal and demolition of the old building.

Motion by Councilmember Lyle Gennett, seconded by Councilmember Shane Cole, to approve the Terminal Building Office Area Lease with Island Airways, as outlined on pp. 18-25 of the packet.

Yeas: Kusina, Stevens, Vollmer, Cole, Gennett  
Nays: None  
Absent: Picha

**B. Consideration to Approve a Hangar Lease Agreement Amendment with Island Airways**

The Manager was available to address the item and answer questions from Council. This agreement is needed as the City moves toward assuming Fixed Base Operator functions at the Airport.

Motion by Councilmember Dennis Kusina, seconded by Councilmember Greg Stevens, to approve the First Amendment to the Lease for the New Hangar [with Island Airways] as outlined on pp. 26-36 of the packet.

Yeas: Kusina, Stevens, Vollmer, Cole, Gennett  
Nays: None  
Absent: Picha

**C. Airport-Avfuel Aviation Fuel Supply Agreement (AFSA)**

The Mayor reviewed that as the City assumes management of the Airport, it will be responsible for the selling of fuel. The Attorney stated that there may still be a few minor revisions that will need to be agreed to by the City Attorney and City Manager prior to final execution of the contract.

Motion by Councilmember Bryan Vollmer, seconded by Councilmember Dennis Kusina, that the Avfuel fuel supply contract be approved subject to the condition that all contract revisions be approved by the City Manager and the City Attorney.

Yeas: Kusina, Stevens, Vollmer, Cole, Gennett  
Nays: None

Absent: Picha

D. New Street Name Signs (Color and Style)

Street Superintendent Pat Elliott reviewed the U.S. Department of Transportation new street sign requirements with a compliance date of January, 2018. Mr. Elliott provided sample signs for Council to view. Mr. Elliott recommends dividing the City into five sections, replacing one section per year starting the next budget season, in order to defray the cost. After considerable discussion and a survey of the audience present, Council gave general direction to replace the current signs with the black signs with a white border and generally agreed to the recommended replacement plans.

E. Appointments

Motion by Councilmember Shane Cole, seconded by Councilmember Bryan Vollmer, to appoint June Cross to the Zoning Board of Appeals.

Yeas: Kusina, Stevens, Vollmer, Cole, Gennett  
 Nays: None  
 Absent: Picha

Motion by Councilmember Greg Stevens, seconded by Councilmember Lyle Gennett, to accept the Mayor's appointment of Sherm Chamberlain to the Planning Commission.

Yeas: Kusina, Stevens, Vollmer, Cole, Gennett  
 Nays: None  
 Absent: Picha

The Recreation Advisory Committee appointments will be made at a future meeting.

**VIII. Introduction and Initial Actions Relating to Ordinances or to Resolutions That Require Publication or Hearings Prior to Final or Further Action**

None.

**IX. Resolutions**

None.

**X. Ordinances**

None.

**XI. Miscellaneous Business**

None.

**XII. Audience - Non-agenda Input (written requests take precedent)**

None.

**XIII. Adjourn**

The Mayor stated if there were no objections, the meeting would adjourn.

There were no objections.

Meeting adjourned at 7:31 p.m.

Carol A. Ochs	City Clerk	Norman L. Carlson, Jr.	Mayor
<b>Accounts Payable – 02/23/2011</b>			
AT&T MOBILITY	336.56	STANDARD INSURANCE CO	1,319.07
DELTA DENTAL	3,987.85	VISION SERVICE PLAN	483.39
PRIORITY HEALTH	34,926.63	<b>TOTAL</b>	<b>41,053.50</b>
<b>Accounts Payable – 02/25/2011</b>			
GARRY D. ZACHRITZ	4,000.00	<b>TOTAL</b>	<b>4,000.00</b>
<b>Accounts Payable – 03/08/2011</b>			
ACCUMED BILLING INC.	87.15	EMEDCO	69.50
AETNA	222.07	EVANS, HAL	41.00
AIRGAS GREAT LAKES INC.	230.54	FASTENAL COMPANY	20.91
APOLLO FIRE APPARATUS REPAIR	27.03	FEYEN ZYLSTRA LLC	303.76
AT&T	1,432.11	FISHER SCIENTIFIC	2,044.70
AT&T LONG DISTANCE	99.78	GINOP SALES INC	382.32
BAILEY, MATT	459.93	GRAND TRAVERSE GARAGE DOOR	3,366.30
BAKER COLLEGE OF CADILLAC	445.00	GREAT LAKES PIPE & SUPPLY	597.29
BC/BS OF MI REFUNDS	254.62	HACH COMPANY	250.45
BERGMANN MARINE	68.00	HAGGARD'S INC	747.74
BRANDI, RICHARD	41.00	HANKINS, SCOTT	41.00
BUDAY'S SOUND ADVICE	1,728.29	HART, TERESA	41.00
BULBS.COM	611.13	HEID, THOMAS	41.00
CALDWELL, JAMES	41.00	HORTON, ROSEMARY	177.93
CAREY, KEITH	92.00	HYDRO DESIGNS INC.	900.00
CDW GOVERNMENT INC.	274.86	INDEPENDENT DRAFTING SERVICES	1,600.00
CHARLEVOIX AGENCY	100.00	INDUSTRIAL MARKETING	1,408.67
CHARLEVOIX SCREEN MASTERS INC	92.00	INSTALLATION SPECIALTIES	570.00
CHARLEVOIX TOWNSHIP	10.50	IVAN, PAUL	41.00
CHEMICAL SYSTEMS INC.	1,374.00	J & B MEDICAL SUPPLY INC.	194.05
CITY OF CHARLEVOIX - UTILITIES	31,234.67	KENNEDY INDUSTRIES INC	66.00
COPPOCK, TIM	218.28	KERR PUMP & SUPPLY	71.89
DOAN, GERARD	41.00	KMart	42.90
DTE ENERGY	15,050.56	KORTHASE FLINN	875.90
EAST JORDAN IRON WORKS	300.00	KSS ENTERPRISES	434.20
ELLIOTT, PATRICK	41.00	LAKESHORE TIRE & AUTO SERVICE	141.00

LSL PLANNING INC.	97.50	SOS ANALYTICAL	72.00
MCMASTER-CARR	75.30	SPARTAN DISTRIBUTORS INC	14.22
MICHIGAN MUNICIPAL LEAGUE	10,404.00	SPENCER, MICHAEL	41.00
MISS DIG SYSTEM INC	66.83	STANDARD ELECTRIC CO	49.60
MSU EXTENSION	20.00	STATE OF MICHIGAN	20,057.68
NASH, JENNIFER	41.00	STATE OF MICHIGAN	4,188.00
NORTH CENTRAL MICHIGAN COLLEGE	1,564.00	STATE OF MICHIGAN	200.00
NORTHERN FIRE & SAFETY	308.00	STRAEBEL, ROBERT J.	41.00
NORTHERN SAFETY CO INC	101.66	STRYKER SALES CORPORATION	1,082.75
OTEC	116.00	SWEM, DONALD	41.00
PERFORMANCE ENGINEERS INC	11,932.20	TRUCK & TRAILER SPECIALTIES	67.50
PINE RIVER MEDICAL ASSOCIATES	30.00	UP NORTH PROPERTY SERVICES LLC	672.00
PLUNKETT & COONEY	3,340.00	VERIZON WIRELESS	110.94
POWER LINE SUPPLY	3,249.62	VILLAGE GRAPHICS INC.	57.80
PVS TECHNOLOGIES INC	5,959.13	VOSS LIGHTING	645.60
RADISSON HOTEL LANSING	763.98	WELLS JR., DONALD E.	219.30
RTI LABORATORIES INC.	83.00	WHEELED COACH INDUSTRIES INC.	108.28
SCHMUCKAL OIL CO	112.90	WOJAN PLUMBING & HEATING	159.27
SCHOOF, WILLIAM	121.21	WORK & PLAY SHOP	21.25
SEELEY'S PRINTING SERVICE	350.28	YOUNG GRAHAM	8,842.38
SIMPSON ELECTRIC INC.	1,559.74	<b>TOTAL</b>	<b>146,034.95</b>

**Accounts Payable – 03/08/2011****Tax Disbursements**

CHARLEVOIX COUNTY TREASURER	53,364.26	CHARLEVOIX-EMMET ISD	291.80
CHARLEVOIX COUNTY TREASURER	712.00	CITY OF CHARLEVOIX - TAXES DUE	26,563.46
CHARLEVOIX DISTRICT LIBRARY	15,816.34	NEDWICK, DAVID & INGRID	98.50
CHARLEVOIX PUBLIC SCHOOLS	14,988.08	RECREATIONAL AUTHORITY	2,769.47
CHARLEVOIX PUBLIC SCHOOLS	1,323.09	STATE OF MICHIGAN	2,517.95
CHARLEVOIX PUBLIC SCHOOLS	2,347.26	<b>TOTAL</b>	<b>120,792.21</b>

**ACH Payments – 02/22/2011-02/28/2011**

MI PUBLIC POWER AGENCY	37,790.06	MI PUBLIC POWER AGENCY	35,879.91
MERS of Michigan	30,107.81		
MI PUBLIC POWER AGENCY	180,191.04	<b>TOTAL</b>	<b>283,468.82</b>

**PAYROLL: NET PAY****Pay Period Ending 02/26/2011 – Paid 03/04/2011**

WELLER, LINDA JO	1,288.69	WILSON, TIMOTHY J.	1,671.29
STRAEBEL, ROBERT J.	2,414.39	ELLIOTT, PATRICK M.	1,514.25
BRANDI, RICHARD M.	1,727.60	WILSON, RICHARD J.	1,097.83
LOY, EVELYN R.	960.84	STEVENS, BRANDON C.	441.90
KLOOSTER, ALIDA K.	1,369.40	WASHBURNE, MICHAEL J.	150.19
BROWN, STEPHANIE C.	1,074.90	GILLESPIE, MURPHY L.	362.65
OCHS, CAROL A.	891.84	BEHAN, HALEY C.	248.68
CAREY, KEITH V.	1,160.62	HART, TERESA M.	879.98
SPENCER, MICHAEL D.	1,488.06	HOPKINS, ZACHARY D.	445.61
SPENCLEY, PATRICIA L.	1,060.24	WITTHOEFT, MARVIN J.	226.44
NASH, JENNIFER B.	1,072.28	SHRIFT, PETER R.	1,112.43
BAILEY, MATTHEW L.	1,757.43	DOAN, GERARD P.	1,709.89
UMULIS, MATTHEW T.	1,440.87	HANKINS, SCOTT A.	1,682.17
METDEPENNINGEN, SARAH	1,217.94	COPPOCK, TIMOTHY M.	1,089.10
WARNER, JANINE M.	1,296.57	WHITLEY, JOHN F.	1,930.48
SCHLAPPI, JAMES L.	1,046.41	BLANCHARD, SCOTT W.	1,578.98
ORBAN, BARBARA K.	1,437.41	FRYE, EDWARD J.	1,099.91
IVAN, PAUL M.	1,691.70	SWEM, DONALD L.	1,722.98
SCHWARTZFISHER, JOSEPH	990.30	MORRISON, KEVIN P.	1,129.58
ROLOFF, ROBERT P.	1,561.57	HODGE, MICHAEL J.	1,362.71
BRODIN, WILLIAM C.	1,138.47	JOHNSON, STEVEN P.	1,180.32
RILEY, DENISE M.	360.50	JONES, ROBERT F.	1,212.02
CALDWELL, JAMES P.	1,280.34	ZIPP, DONALD R.	1,260.95
WURST, RANDALL W.	1,651.12	BOSS JR, DALE E.	1,103.31
MAYER, SHELLEY L.	1,484.62	BOSS, JAMES W.	909.25
HILLING, NICHOLAS A.	1,092.79	STEBE JR, JOHN M.	460.89
MEIER III, CHARLES A.	1,506.32	BOSS, SHERRY M.	318.90
JACOBS, DOUGLAS R.	2,127.17	BEHAN, DEAN T.	132.09
NISWANDER, JOSEPH F.	1,435.74	HOFFMAN-KOLT, LEIF E.	274.11
WELLS JR., DONALD E.	1,455.90	HOLM, ARTHUR R.	472.57
JONES, TERRI L.	1,186.98	HEID, THOMAS J	1,370.69
BRADLEY, KELLY R.	1,307.15	STEVENS, JEFFREY W.	195.19
EATON, BRAD A.	1,383.43	<b>TOTAL</b>	<b>74,706.93</b>

**PAYROLL: TRANSMITTAL**

03/04/2011

**EFTPS* Payroll Taxes	24,949.02	MI STATE DISTRICT UNIT	128.28
CHAR EM UNITED WAY	63.00	NORTHWESTERN BANK	422.76
CHARLEVOIX STATE BANK	619.21	POLICE OFFICERS LABOR	352.00
COMMUNICATION WORKERS	486.10	PRIORITY HEALTH	199.03
ICMA RETIREMENT TRUST 401	692.86	STATE OF MICHIGAN	3,998.79
ICMA RETIREMENT TRUST 457	5,634.62	Grand Totals:	37,545.67